



**State of Rhode Island  
Department of Administration / Division of Purchases  
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**Solicitation Information  
April 6, 2015**

<b>ADDENDUM # 1</b>
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**RFP # 7549412**

**TITLE: MPA 508 - Energy Efficiency Services**

**Submission Deadline: Wednesday April 15, 2015 at 11:00 am (Local Time)**

**Notice To Vendors:**

- Attached are questions received with responses. No further questions will be answered

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*Interested parties should monitor this website, on a regular basis, for any additional information that may be posted.*

**Question 1:** Section 1.1, paragraph 5, states “a competitive technical evaluation stage for the proposed scope of work including, at a minimum, three qualifying vendors.”

Q1a: If the party soliciting requests responses from three or more pre-qualified vendors yet does not receive three bids back from qualified vendors by the deadline, can the job be awarded to one of the remaining qualified bidder(s). Does the solicitation to 3 vendors not receipt of 3 bids satisfy the intent of this provision?

*ANSWER: The party soliciting the bids will need to ensure that they receive 3 bids. In order for that to occur, the party will probably solicit more than 3 vendors.*

**Question 2:** Section 1.1, paragraph 5, states “A composite score that considers project cost and other project criteria will determine the vendor selected.” And Section 2 – Scope of Work “At a minimum, qualified vendors will be expected to perform the following functions:

- Conduct energy efficiency audits;
- Recommend appropriate energy efficiency measures;
- Provide analysis of project economics;”

Q2a: How are vendors going to be evaluated on price without a tightly developed scope of work that would allow a fair comparison of like items?

*ANSWER: The scope of work will be determined by the Agency requesting the services.*

Q2b: Are the agencies going to be the parties evaluating and selecting the vendor or is DOA/P and OER going to be making those selections on behalf of the Agency?

*ANSWER: The Agencies and OER, as requested and/or appropriate, will be evaluating the proposals and making a recommendation to the Division of Purchases.*

Q2c: How specifically will the composite score be derived and will it change from job to job? Please provide the composite scoring criteria and how it will be weighted. How will the composite score weight for quality of service, quality of materials with low bid price?

*ANSWER: Evaluation of specific projects will be determined based on the scope of work of each project by a technical review committee. The scoring criteria for each project will be detailed in each scope of work.*

Q2d: Is the DOA/P and OER expecting vendors to assume all the bulleted requirements before the Agency selects a vendor?

*ANSWER: Yes.*

Q2e: Does the technical scope developed by a vendor remain confidential if he or she is not selected for the project? Or will selected vendor gain the benefits of others efforts?

*ANSWER: Any submitted documentation will be made available consistent with Section 1.2(j) of the MPA.*

Q2f: Is it the DOA/P and OER intention of have multiple vendors walking through sites before award developing competing technical scopes at no cost? How are you going to ensure each vendor has equal access to the site prior to bid submission? Who will be responsible for providing Vendors copies of utility bills and utility data, building drawings and plans?

*ANSWER: The Agency will provide site access to all interested vendors. Utility data and building drawings/plans will be provided, if necessary, at the discretion of the Agency.*

Q2g: Bullet #4, “Maximize benefits of incentive programs;” Prescriptive rebates can be estimated, however to sometimes “Maximize Incentives” requires custom applications to be developed and National Grid takes weeks sometimes months to approve custom incentives. To what extent is the vendor expected to go to secure “Maximum Incentives”? Without being under contract or being paid for these energy savings ideas and efforts? This is technical intellectual property and needs to be protected. I am sure National Grid will not want applications submitted on the same project by multiple vendors.

*ANSWER: A technical review committee will evaluate proposals based on the project’s scope of work. To reduce net project costs to an Agency, vendors are encouraged to leverage all available and applicable incentives, and to detail those incentives wherever possible.*

Q2h: Bullet #9, “Comply with any required reporting requirements”, What are these reporting requirement specifically?

*ANSWER: This term is related with Utility’s reporting requirement.*

Q2i: Bullet #10, “Marketing and outreach...” Please define what will be required of the vendor in this regard and who will be paying for these services?

*ANSWER: This term is related with Utility’s requirement (if any.)*

**Question 3:** Section 1.2 NOTIFICATIONS TO OFFERORS: Item g) All prices submitted by Respondents in response to this solicitation shall be considered firm and fixed unless otherwise indicated herein.”

Q3a: Please confirm there have been no firm fixed prices requested herein? You can only have a firm fixed price when there is a firm fixed scope of work.

*ANSWER: There is no pricing required for this MPA.*

**Question 4:** In section 1 of the bid documents it states” “For total projects costing more than \$600,000 the user agencies shall **not use** the MPA and shall issue a distinct Request for Proposal (RFP) for the specific project.”

Q4a - Couldn't the agency also issue an RFQ, which is more common and more effective for energy services projects?

*ANSWER: Yes, the soliciting agency could issue an RFQ or an RFP, as deemed appropriate by State purchasing requirements.*

**Question 5:** In section 1.3 d. it states the following

- d) Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this RFP will be rejected as being non-responsive.

**Q5a -** As an alternate approach to this solicitation would the DOA/P and OER consider accepting an alternate that increases the first tier project limit to \$100,000 to match Massachusetts? Under the Green Communities Act Massachusetts established CH25A Section 14 "Project Expediter Program" and has been very successful at coupling incentive funds with small public works projects. There are no such provision in RIGL to create a streamlined approach to Energy Efficiency or for Agencies to take full advantage of utility based incentive programs. The \$100,000 limit will enable work to proceed quickly for non-comprehensive projects such as lighting upgrades, some small HVAC, EMS improvements and maybe very small boiler projects. The \$50,000 limit will most likely require projects to be done in phases increasing the cost of construction and delaying the energy savings.

*ANSWER: We thank you for your suggestion.*

**Q5b -** For comprehensive projects of \$100,000 and up would the DOA/P DOER consider allowing an Agency to select a pre-approved energy services company (MPA-436/MPA-508) through a formal interview / RFQ process that requires Energy Services Companies work on an Open Book Price basis with fixed markups and full disclosure? Once a firm is selected project development can begin without customers having to walk multiple contractors through the buildings, answer multiple questions from developers and will save the energy services companies the huge investment of developing full blown energy projects on a competitive basis (this is not a sustainable business model and most qualified companies will not participate due to high cost of sales). The pre-determined "Open/Open Book Price" will ensure the Agency gets a high value for their investment and will also help insure sufficient bidders are interested in this type of work. This could be done through amending/extending MPA-436 and/or establishing a formal Tier 1 and Tier 2 process for MPA-508 selected vendors and agencies to follow.

Tier 1 – Projects of up to \$100,000, The Agency will select a qualified Vendor, the selected Vendor develops discrete energy projects where the Vendor arranges the incentives, on-bill-repayment (OBR) and installs the measures.

*ANSWER: We thank you for your suggestion.*

Tier 2 – Projects greater than \$100,000, Agency invites 3 or more qualified

vendors to submit a short document that outlines the Vendor's building energy strategy, information about the Vendors Company, information about the project team and most importantly the vendors "Open Book Price Model" and exit fee. Vendors should be asked to submit a sample of how the "Open Book Price Model" would be applied for work that is subcontracted and directly installed by the Vendor. Once the Agency has evaluated the written proposals invite the top 3 Vendors in for an interview. Sign an Agreement between the selected Vendor and the Agency that allows the Vendor to develop energy based projects collaboratively with the Agency. The agreement should specify the time to complete the assessment and define the exit fee if one has been agreed to.

**ANSWER: We thank you for your suggestion.**

**Q5c** - Further suggest removing the upper limit as not to limit the potential improvements and energy savings by an arbitrary value. A significant amount of time and effort is invested by both the Agency and the Vendor, (City & Town meetings / approvals, financing, scope review....) why would you limit the amount of improvements that can be accomplished if they screen cost effective? Instead allow the project size to be determined by Agency limitations in funding for the project and limitations of the potential cost/benefit analysis.

**ANSWER: We thank you for your suggestion.**

**Question 6:** Is the installation work subject to prevailing wage requirements?

**ANSWER: Yes**

**Question 7:** Regarding the above referenced RFP, we respectfully submit the following questions. These questions are also submitted in Word format in the attached document:

1. Could you provide an estimate on how many projects are anticipated to fall in the under \$50,000 category and how many in the over \$50,000 to \$600,000 category?

**ANSWER: We cannot predetermine the number of projects which might result from this MPA**

2. Would the State consider raising the lower project limit category to a higher limit, for example from \$50,000 to \$150,000?

**ANSWER: We thank you for your suggestion.**